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SECOM-D-767

20 December 1979

25X1A MEMORANDUM FOR: [REDACTED], Monitor
December 1979 Agents Class

25X1A FROM: [REDACTED]
Deputy Director of Security for Community Affairs

25X1A SUBJECT: [REDACTED]
Practice Interview

- 25X1A 1. [REDACTED] interviewed me on 19 December 1979 in
connection with an "applicant" for CIA employment, [REDACTED]
25X1A [REDACTED] an old personal friend and professional associate from
the Department of State. The following comments are related
to the conduct of the interview. [REDACTED] 25X1
- 25X1A 2. [REDACTED] was not able to meet with me at my
originally proposed time. I was late. She rescheduled
25X1 without difficulty and was kind enough not to mention my
tardiness. [REDACTED]
- 25X1A 3. [REDACTED] was attractively and neatly dressed and
groomed. She moved smoothly and with composure through the
introduction by my secretary, the declined offer of a cup
of coffee and selection of seats. She sat where she could
see me and take advantage of eye contact and body language. [REDACTED] 25X1
4. Her display of credentials and identification was
done with professional ease. [REDACTED] 25X1
5. The questions posed ranged all the way from basic
identity issues to adroit follow-ups when I initiated and
then stopped short of providing relevant data. A telephone

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ORIGINAL CL BY _____

DECLASSIFIED BY _____
EXT BYND 6 YRS BY _____

REASON _____

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call interruption did not break her interest and she used a neat indirect technique to get my thoughts back on the track - she fed me my last sentence. []

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6. When I wandered from the purpose of the interview, she was attentive and interested but didn't let me rattle on long before picking up some aspect of my talk that let her get back to the "applicant." []

25X1

7. Note taking was not distracting nor was her request for clarification when I slipped into governmentese and used initials. I said [] was applying for a job as assistant NIO. Her request for translation was easy and natural and let me feel a little flattered that I knew something she didn't - a good technique that should be a routine practice. []

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8. There were two areas to which I might suggest [] give a little attention:

a. Identify, through one or two direct questions, who the interviewee is. (I mentioned an official relationship with the Subject and even noted the fact that I had occasion to "check on his clearances"). [] did not follow up to determine whether the Subject had ever been officially associated with the CIA.

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b. I didn't hear any question about life style, drug usage, alcohol, etc. But I might have negated the need for such questions in my generally glowing assessment and recommendations of the Subject. And then again I don't know if these are still included in a BI interview. []

25X1

9. In general, I would rate [] a competent and efficient representative of the Investigative Corps. She covered all major areas quickly but thoroughly, wasting neither my time nor hers. She projected a professionalism tempered with sensitivity and I think she will be a positive asset to the Agency's efforts. []

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10. I'm attaching a bio sheet I made up and used to describe and guide me in the interview. You can check its contents against [] write up. []

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Attachment

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